

# **SPECIAL MEETING OF THE PAWTUCKET SCHOOL COMMITTEE**

**Wednesday, July 16, 2014, 7:00 PM**

**School Administration Building, 2nd Floor Conference Room**

**286 Main Street, Pawtucket, RI 02860**

## **Minutes**

### **I. Meeting will come to order**

**The Chairman, Mr. Araujo, called the meeting to order at 7:04 PM.**

#### **a. Roll Call**

**Ms. Bonollo-here; Ms. Cano –here; Mr. Spooner-here; Mr. Araujo-here**

**Also in attendance were Mrs. Patricia DiCenso, Superintendent of Schools; Ms. Kathleen Suriani, Elementary School Performance Officer, Ms. Melissa Devine and Mr. Jon Anderson and Mr. Benjamin Davis, Attorneys from Edwards, Wildman and Palmer, LLP.**

**Mr. Coughlin, Ms. Nordquist and Mr. Tenreiro were not present.**

#### **b. Pledge of Allegiance**

**The Chairman, Mr. Araujo, led the audience in the Pledge of Allegiance.**

### **II. Public Participation**

**Comments from the public are invited at this time. Citizens wishing to speak should sign in with the Committee Chair before speaking.**

**The Committee is precluded from discussing or acting on items**

raised by Public Comment, which are not already on the agenda. Public comment will be included in the minutes of the meeting.

None

### **III. Executive Session**

The Chairman commented that the Committee would possibly recess to executive session in accordance with provisions under Title 42, Chapter 46, Subsection 5(a) (1) (job performance, physical and mental health) (2) (legal advice and litigation/collective bargaining) of the General Laws of the State of Rhode Island for the purpose of acting on and/or discussing:

- a. Legal Counsel Interview**
- b. Seal Executive Session Minutes**

Ms. Cano moved to recess to executive session. Ms. Bonollo seconded.

**Roll call**

Ms. Bonollo-yes; Ms Cano-yes; Mr. Spooner-yes; Mr. Araujo-yes

Motion carries unanimously with four members present.

The Committee recessed to executive session at 7:06 PM to 7:34 PM.

### **IV. Reconvene to open session**

The Chairman, Mr. Araujo, reconvened the open session at 7:43 PM.

**a. Roll call**

Ms. Bonollo-here; Ms. Cano-here; Mr. Spooner-here; Mr. Araujo-here

### **V. Report out vote(s) of executive session of 7/16/14, if applicable**

The Chairman asked the clerk if there were any votes to report out of

**executive session. The clerk reported that the Committee voted unanimously to seal the executive session minutes and to adjourn the executive session with four members present.**

## **VI. Old Business**

### **a. Approval of School Committee Policy, Community Relations—Freedom of Information; 2nd Reading**

**Mrs. DiCenso: This policy was presented and approved at the last meeting by a first reading. It is presented tonight for approval of a second reading and if approved, it will be posted on our website.**

**Mr. Spooner moved to approve the 2nd reading of the Pawtucket School Committee, Freedom of Public Information Act, APRA Policy as recommended by the Superintendent, Mrs. DiCenso. Ms. Cano seconded.**

**Voice vote carries unanimously with four members present.**

## **VII. New Business –Action Items**

### **a. Approval of School Committee Legal Counsel**

**Mrs. DiCenso: The Pawtucket School Committee solicited requests for proposals for legal services in May, 2014. Four proposals were received. A legal subcommittee was appointed on June 30, 2014 to review, interview and recommend the law firm with the necessary experience with R. I. G. L., Title 16, who is also able to handle the complexity of the rules and regulations pertaining to special education.**

**Ms. Bonollo commented that having interviewed four different firms,**

**the Legal RFP Subcommittee has chosen the firm of Edwards, Wildman and Palmer, LLP.**

**Ms. Bonollo moved to approve legal counsel services for the Pawtucket School Committee to Attorney Jon M. Anderson, Lead Counsel; Attorney Karen S. D. Grande and Attorney Benjamin R. Davis, of Edwards, Wildman Palmer, and LLP in the flat monthly rate of \$10,000.00 or \$120,000.00 annually; with an additional one-time payment of \$1,000.00 per month for any requested contract negotiations. Mr. Spooner seconded.**

**Roll call**

**Ms. Bonollo-yes; Ms. Cano-yes; Mr. Spooner-with pleasure, yes; Mr. Araujo-yes**

**Motion carries unanimously with four members present.**

**b. Approval of City of Pawtucket and Pawtucket School Department Human Resource Job Description**

**Mrs. DiCenso: The City of Pawtucket and Pawtucket School Committee Human Resource job description was first presented to the Committee for review and input in May, 2013. The Committee submitted revisions and the job description was presented for approval at a special meeting in August, 2013. The HR MOU and Confidentiality Agreement were approved by the School Committee at**

**its June 17, 2014 meeting. Submitted for your approval is the Director of Consolidated Human Resources job description. This position is funded in the FY15 School Department budget at 60% or \$54,000.00.**

**Mr. Spooner moved to approve the Director of Consolidated Human Resources job description funded at 60% or \$54,000.00 as recommended by the Superintendent, Mrs. DiCenso. Ms. Bonollo seconded.**

**Roll call**

**Ms. Bonollo-yes; Ms Cano-yes; Mr. Spooner-yes; Mr. Araujo-yes**

**Motion carries unanimously with four members present.**

**c. Approval of Assistant Superintendent for Curriculum, Assessment and Instructional Technology Job Description**

**Mrs. DiCenso: I am putting this forward to replace my position at the same salary, but with an increase of medical co-pay at 20%. It is budgeted at my old salary. The idea is to consolidate central office staff in the budget. We had a curriculum director budgeted that we didn't fill. It's a huge void not to have filled. Instead of having two administrators we decided to combine working with our teachers, literacy and math coordinators getting the district ready for PARCC with assessment programs we have. It's important to have for the district moving forward. We have eliminated central office staff.**

**There were 19 last year and we have 11 now. We moved instructional coaches right to the buildings they serve.**

**Mr. Spooner moved to approve the Assistant Superintendent for Curriculum, Assessment and Instructional Technology Job Description. Ms. Bonollo seconded.**

**Voice vote carries unanimously with four members present.**

**d. Approval of Social Worker Job Description**

**e. Approval of Chemistry Teacher Job Description**

**Mrs. DiCenso: A few years ago the former superintendent came up with a format for creating job descriptions. We have before you job descriptions for Social Worker and Chemistry Teacher. We are asking for your approval of these two job descriptions.**

**Mr. Spooner moved to approve the Social Worker and Chemistry Teacher job descriptions as recommended by Superintendent, Mrs. DiCenso. Ms. Cano seconded.**

**Voice vote carries unanimously with four members present.**

**f. Approval of Superintendent's Administrative Assistant**

**Mrs. DiCenso: Last February the Administrative Assistant to the former Superintendent resigned leaving a vacancy that was not filled. Promises were made to two staff members. Tereza Pereira is from Pawtucket. I had the opportunity to pick someone who will be a great support to me. I'm honored that she agreed and is willing to take on**

the duties she does now and even support the Human Resource Person if and when that happens. Her position will be put to a part time position.

Mr. Spooner moved to approve Ms. Tereza Pereira as the Administrative Assistant to the Superintendent, Mrs. DiCenso. Ms. Bonollo seconded.

Ms. Bonollo: I think you made an excellent choice. She is very efficient.

Voice vote carries unanimously with four members present.

Mrs. DiCenso: I appreciate everything she does.

#### **VIII. Informational Item**

##### **a. Legal correspondence regarding 2014-2015 Food Service Contract**

Ms. Devine: This is an informational item regarding the food service contract procurement. We sought legal counsel to take the time and forward this letter to RIDE on behalf of the Committee.

#### **IX. Superintendent's Report**

Mrs. DiCenso: We don't slow down in the summer. Every project in all buildings is on time. Health and safety projects are going on at Winters, Potter, Goff, and Shea and these buildings are closed during this time. The principals cooperated by sharing buildings.

I am happy to say we are getting everything and should be ready to open schools.

#### **X. Special Reports of School Committee Members**

Ms. Bonollo: I want to talk about wellness and on Monday I will get a

big check from Bristol County Bank. I met with the Pawtucket Soup Kitchen and would like to make themselves available to our families including brunch on Saturday. The Food Bank and Soup Kitchen will be partners with them. For more information, you can go to their website, [pawtucketsoupkitchen.org](http://pawtucketsoupkitchen.org). There will be no questions asked, just show up and they feed you.

On August 16 the Back to School Celebration will be held at McCoy. The Soup Kitchen, Sodexo and Backpackers will be there.

In October, August and September, the City does an arts festival. We would like to get a healthy day in October. We will talk to Mike Tamburro to possibly use the stadium as the central meeting place.

Thank you everyone.

Ms. Cano: I'd like to add one thing, on August 15, Serve Rhode Island will have a service day which is a project at Slater Middle School from 9 AM – 11 AM. There will be a speaking segment at 8:30 AM.

I'd like to wish Ms. Nordquist a happy birthday. She is a strong advocate for students.

Have a good night.

Mr. Spooner: That is what I like about cell phones. Anything the Alliance Members want to pass on?

Mr. Araujo: I would like to welcome Mr. Anderson. I am looking forward to working with him.

XI. Adjournment



**Mr. Spooner moved to adjourn. Ms. Bonollo seconded.**

**Voice vote carries unanimously with four members present.**

**The Chairman, Mr. Araujo, adjourned the special meeting of the Pawtucket School Committee on Wednesday, July 16, 2014 at 8:00 PM.**

**Respectfully submitted,**

**Clerk**